

## **Guidelines for Responsible Management of Greek Social Events**

All social functions with alcohol must be registered by completing a Greek Function/Activities Notification Form and submitted to the Director of Student Activities in the Student Affairs Office by no later than two weeks prior to the date of the event. Functions not registered by this deadline will not be permitted by WJC or the Greek Council (comprised of executive members of both the Interfraternity and Panhellenic Councils).

The Greek Council will assemble Event Monitoring Teams (EMTs) which will be assigned to each registered event. In addition to registering events by the established deadline, each chapter (including sororities) must submit the names of two dependable persons from their organization, to the Greek Council, who are willing to fulfill the responsibilities of an EMT member and monitor an event sponsored by a chapter other than their own. Chapters hosting an event must also identify a third EMT who will join the two non-member monitors to form the three-person EMT.

The EMTs will be responsible for monitoring and reporting back to the Greek Council the sponsoring chapter's commitment to observe and enforce risk management guidelines during events. The risk management guidelines that must be adhered to are found in the attached FIPG (Fraternal Information and Programming Group) policy. This policy represents minimum requirements of all Greek organizations with chapters at WJC and do not supersede more stringent risk management policies of individual chapter's national/international organization.

EMTs will be present for a minimum of 15 minutes of every hour of the chapter's event. The EMT's will be making the 15-minute monitoring visits to events randomly (times of visits will not be announced). Chapter events shall not commence prior to 8:30PM and must end by 12:30AM. Chapter sponsors will have 30 minutes (until 1:00AM on Monday, September 20) to, "clear the area of the event". Upon arrival, the EMTs will notify the Chapter President of their presence. Chapters will be informed, in advance, of who will be on your assigned EMTs. It is an expectation that all chapter members present at the event be aware of who will be monitoring your event, permit monitors full access to all areas of the property where the event is located, and ensure that the monitors are treated with the utmost respect and dignity by all guests of your event. It is also expected that the president of the sponsoring chapter be present for the duration of the event and will be the liaison between the chapter and the EMT. In addition, one chapter advisor of the sponsoring organization must be, "on call" for the duration of the bid night event should their assistance be necessary. Any chapter unable or unwilling to provide an, "on call," chapter advisor will not be permitted to host a bid night event.

EMTs are instructed to handle policy infractions in the following manner. Any observed or potential policy violation, and possible solutions to violations, will be brought to the attention of the chapter president through a private conversation. It is then the chapter president's responsibility to immediately address the observed or potential violation and adhere to the recommendations of the EMT. Once the chapter president has addressed the matter, they must immediately report back to the EMT as to how the matter was resolved. It will be the EMT's discretion as to whether the issue has been adequately resolved. Failure to address violations to the EMT's satisfaction may result in any of the following options, depending upon the severity of the reported violation.

1. The EMT may instruct the president of the host chapter to remove any individual(s) failing to comply with directions of the EMT.
2. The EMT, in consultation with the IFC and Panhellenic Presidents, may bring an end to an event where violations go unaddressed by the sponsoring chapter. Should this measure be taken, the expectation is that the chapter advisor on call be phoned by the IFC and/or Panhellenic President(s) and that the chapter advisor on call must appear on site of the event. The chapter advisor, along with the president and executive leadership of the hosting chapter, shall be responsible for ending the event safely and immediately. Ending the function is not the responsibility of the EMT.
3. The EMT will report back to the Greek Council any and all observations, good and bad. The Greek Council will have the authority to review the EMT's charges, offer possible sanctions to offending chapters, and/or refer incidents to the Greek Judiciary Committee (GJC).

Reports, findings, and sanctions will be made public to the Jewell community at the discretion of the Greek Council, and as permitted by federal regulations governing student privacy.

Sorority presidents and executive leadership are responsible for the actions of their members during bid night events. Sorority Presidents are expected to communicate FIPG policy and the parameters of this process to your membership, and your members must be willing to abide by these guidelines if participating in fraternity events. EMT's will report violations committed by a sorority or its members to the appropriate sorority president or executive leadership, if they are present at the event. If sorority leadership is not present, sorority violations shall be reported to the president of the hosting chapter so that the violation(s) may be addressed. Just as the EMT's have decision-making authority regarding the events; they also have the authority to request any individual(s) vacate the event for failure to comply with EMT directions. There may be instances when it is deemed appropriate for sorority leadership to be called upon by the EMT to assist the president of the sponsoring chapter in addressing policy infractions by sorority members.

In an effort to minimize the risk of harm to members of our Greek Community, each chapter sponsoring an event must provide the names of three members who will provide, "safe rides" to those who leave the chapter's event and are considered unsafe to drive themselves. Safe riders may be transported to their place of residence only. The first safe ride driver to provide transportation back to campus shall remain at the chapter house for the continued duration of bid night events to monitor and ensure the safety of those returning from bid night events. Sororities must also make provisions to have a member present on their respective wing with the return of the first member from fraternity events. This person shall remain at the sorority wing for the continued duration of bid night events to monitor and ensure the safety of those returning from events.